



CITY OF FAIR OAKS RANCH

PLANNING AND ZONING COMMISSION MEETING

Thursday, July 14, 2022 at 6:30 PM

Public Safety Training Room, Police Station, 7286 Dietz Elkhorn, Fair Oaks Ranch

AGENDA

OPEN MEETING

1. Roll Call - Declaration of a Quorum
2. Pledge of Allegiance

CITIZENS and GUEST FORUM

To address the Commission, please sign the Attendance Roster located on the table in the foyer of the Public Safety Training Room. In accordance with the Open Meetings Act, the P&Z Commission may not discuss or take action on any item which has not been posted on the agenda. Speakers shall limit their comments to five (5) minutes each.

3. Citizens to be heard.

CONSENT AGENDA

All of the following items are considered to be routine by the P&Z Commission, there will be no separate discussion on these items and will be enacted by one motion. Items may be removed by any Commissioner by making such request prior to a motion and vote.

4. Approval of the March 29, 2022 Planning and Zoning Commission Special Meeting Minutes.
Amanda Valdez, TRMC, Deputy City Secretary
5. Approval of the May 12, 2022 City Council & Planning and Zoning Commission Joint Public Hearing Meeting Minutes.
Amanda Valdez, TRMC, Deputy City Secretary
6. Approval of the May 12, 2022 Planning and Zoning Commission Regular Meeting Minutes.
Amanda Valdez, TRMC, Deputy City Secretary

CONSIDERATION / DISCUSSION ITEMS

7. Consideration and possible action on recommending approval of the proposed City of Fair Oaks Ranch Unified Development Code amendments and authorizing its presentation to the City Council.

Katherine Schweitzer, P.E., Manager of Engineering Services
Lata Krishnarao, AICP, LEED ND, Consultant, Gunda Corporation

ADJOURNMENT

Request for P&Z commission topic needing information/research

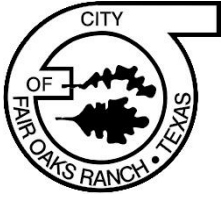
Signature of Agenda Approval: s/Carole Vanzant

Carole Vanzant, Assistant City Manager

I, Amanda Valdez, TRMC, Deputy City Secretary, certify that the above Notice of Meeting was posted on the outside bulletin board at the Fair Oaks Ranch City Hall, 7286 Dietz Elkhorn, Fair Oaks Ranch, Texas, and on the City's website www.fairoaksranchtx.org, both places being convenient and readily accessible to the general public at all times.

As per Texas Government Code 551.045, said Notice was posted by 6:30 PM, July 11, 2022 and remained so posted continuously for at least 72 hours before said meeting was convened.

<p>The Fair Oaks Ranch Police Station is wheelchair accessible at the front main entrance of the building from the parking lot. Requests for special services must be received forty-eight (48) hours prior to the meeting time by calling the City Secretary's office at (210) 698-0900. Braille is not available.</p>



CITY OF FAIR OAKS RANCH

PLANNING AND ZONING COMMISSION SPECIAL MEETING

Tuesday, March 29, 2022 at 6:30 PM

City Hall Council Chambers, 7286 Dietz Elkhorn, Fair Oaks Ranch

MINUTES

OPEN MEETING

1. Roll Call - Declaration of a Quorum

Present: Chairperson Bobbe Barnes and Vice Chairperson David Horwath
Commissioners: Linda Tom, Marty Bryant, Burney Martin, and Dale Pearson, and Lamberto "Bobby" Balli

With a quorum present, the meeting was called to order at 6:31 PM.

2. Pledge of Allegiance – The Pledge of Allegiance was recited in unison.

CITIZENS and GUEST FORUM

3. **Citizens to be heard** – There were no citizens to be heard.

Chairperson Bobbe Barnes introduced Burney Martin and welcomed her to the Commission.

CONSIDERATION / DISCUSSION ITEMS

4. **Review and discussion of proposed amendments to the City of Fair Oaks Ranch Unified Development Code.**

Lata Krishnarao, AICP, LEED ND, Consultant from Gunda Corporation led a discussion regarding proposed amendments to the UDC.

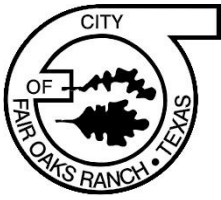
ADJOURNMENT

Chairperson Barnes adjourned the meeting at 8:23 PM.

ATTEST:

Bobbe Barnes, Chairperson

Amanda Valdez, TRMC
Deputy City Secretary



CITY OF FAIR OAKS RANCH

CITY COUNCIL & PLANNING AND ZONING COMMISSION SPECIAL MEETING

Thursday, May 12, 2022 at 6:30 PM

Public Safety Training Room, Police Station, 7286 Dietz Elkhorn, Fair Oaks Ranch

MINUTES

OPEN MEETING

1. Roll Call - Declaration of a Quorum

Council Present: Mayor Maxton

Council Members: Elizondo, Koerner, and Parker

Council Absent: Council Members: Stroup, Bliss, and Muenchow

P&Z Present: Chairperson Barnes & Vice Chairperson Horwath

Commission Members: Tom, Bryant, Martin, Pearson, and Balli

P&Z Absent: None

With both quorums present, the special meeting was called to order at 6:30 PM.

2. Pledge of Allegiance – The Pledge of Allegiance was recited in unison.

Council Member Stroup joined the meeting – time not noted.

CITIZENS and GUEST FORUM

3. Citizens to be heard – None.

PUBLIC HEARING

4. **The City Council and the Planning & Zoning Commission of the City of Fair Oaks Ranch, Texas will conduct a joint public hearing to receive public testimony on the Variance Application No. P & Z 2022-03-28: A request from Thomas C Dechert, applicant and property owner, to grant a Variance from the requirements of UDC Section 5.4 (1) b to reduce the street frontage for a lot served by private septic (OSSF) from 150 feet to 70 feet for the property located at 423 and 425 Ammann Road, Boerne, TX.**

a. Mayor Maxton opened the joint public hearing at 6:34 PM.

b. Consultant, Lata Krishnarao, provided a presentation of the proposed Variance Application.

c. Applicant presentation of the Variance Application – N/A

d. Council and P&Z receive citizen testimony for/against the Variance request with the Mayor serving as the presiding officer – N/A

e. Mayor Maxton closed the joint public hearing at 6:52 PM.

CITY COUNCIL & PLANNING AND ZONING COMMISSION SPECIAL MEETING

MINUTES

May 12, 2022

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- f. Council and P&Z discussed the case, inclusive of questions of the applicant, staff, and the consultant.
 - g. The Public Hearing was adjourned with no formal action.

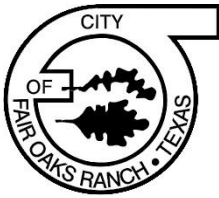
ADJOURNMENT

Mayor Maxton adjourned the meeting at 7:13 PM.

ATTEST:

Bobbe Barnes, Chairperson

Amanda Valdez, TRMC
Deputy City Secretary



CITY OF FAIR OAKS RANCH

PLANNING AND ZONING COMMISSION MEETING

Thursday, May 12, 2022 at 6:30 PM, Immediately following the Joint Public Hearing
Public Safety Training Room, Police Station, 7286 Dietz Elkhorn, Fair Oaks Ranch

MINUTES

OPEN MEETING

1. Roll Call - Declaration of a Quorum

Present: Chairperson Bobbe Barnes & Vice Chairperson David Horwath
Commissioners: Linda Tom, Marty Bryant, Burney Martin, Dale Pearson, and Lamberto "Bobby" Balli

Absent: None

With a quorum present, the meeting was called to order at 7:23 PM following the Special Joint Public Hearing.

2. Pledge of Allegiance – The Pledge of Allegiance was recited during the Special Joint Public Hearing.

CITIZENS and GUEST FORUM

3. **Citizens to be heard.** – None.

CONSENT AGENDA

4. **Approval of the April 14, 2022 Planning and Zoning Commission Regular Meeting Minutes.**
5. **Approval of the April 26, 2022 Planning and Zoning Commission Special Meeting Minutes.**

MOTION: Made by Commissioner Balli, seconded by Commissioner Bryant, to approve the Consent Agenda.

VOTE: 7-0, Motion Passed.

CONSIDERATION / DISCUSSION ITEMS

6. **Consideration and possible action recommending the approval of a request (Application No. P & Z 2022-03-28) from Thomas C Dechert, applicant and property owner, to grant a Variance from the requirements of UDC Section 5.4 (1) b to reduce the street frontage for a lot served by private septic (OSSF) from 150 feet to 70 feet for the property located at 423 and 425 Ammann Road, Boerne, TX.**

MOTION: Made by Commissioner Balli, seconded by Commissioner Pearson, to recommend approval a request from Thomas C Dechert, applicant and property owner, to grant a Variance from the requirements of UDC Section

5.4 (1) b to reduce the street frontage for a lot served by private septic (OSSF) from 150 feet to 70 feet for the property located at 423 and 425 Ammann Road, Boerne, TX.

VOTE: 7-0, Motion Passed.

7. **Consideration and possible action recommending the approval of a Final Plat request from Elkhorn Ridge Development SA, LLC for Elkhorn Ridge Unit 4 proposing 26 single-family residential lots, generally located north-west of the intersection of Dietz Elkhorn Road and Elkhorn Ridge, City of Fair Oaks Ranch, Texas.**

MOTION: Made by Commissioner Balli, seconded by Commissioner Tom, to recommend approval of the Final Plat of Elkhorn Ridge Unit 4 with the following minor conditions.

1. Label two-foot contour interval surveys tied to known reference points or USGS benchmarks.
2. Applicant to provide proof of USPS approval for Cheyenne Ridge prior to recordation.
3. Applicant to correct the year in the notarization field.

VOTE: 7-0, Motion Passed.

8. **Review and discussion of proposed amendments to the City of Fair Oaks Ranch Unified Development Code.**

Lata Krishnarao, AICP, LEED ND, Consultant from Gunda Corporation led a discussion regarding proposed amendments to the UDC.

ADJOURNMENT

The Commission scheduled a Special Meeting for June 30, 2022 at 6:30 PM.

Chairperson Barnes adjourned the meeting at 8:42 PM.

ATTEST:

Bobbe Barnes, Chairperson

Amanda Valdez, TRMC
Deputy City Secretary



PLANNING & ZONING CONSIDERATION ITEM

CITY OF FAIR OAKS RANCH, TEXAS

July 14, 2022

AGENDA TOPIC: Consideration and possible action on recommending approval of the proposed City of Fair Oaks Ranch Unified Development Code amendments and authorizing its presentation to the City Council

DATE: July 14, 2022

DEPARTMENT: Public Works and Engineering Services

PRESENTED BY: Katherine Schweitzer, P.E., Manager of Engineering Services
Lata Krishnarao, AICP, LEED ND, Consultant, Gunda Corporation

INTRODUCTION/BACKGROUND:

During the past year the Planning and Zoning Commission (P&Z) worked with city staff and consultant Gunda Corporation on amending the Unified Development Code (UDC). A series of (5) five work sessions were held to discuss the diagnostic findings of the current UDC and to gather P & Z's input on the issues identified. Staff also provided input and recommendations. Additionally, the consultant's experience in utilizing the UDC to undertake review of planning applications over the past few months assisted in identifying areas of improvement.

A summary of the P&Z's concerns and related action items was shared with the Commissioner's in July 2021. That has been updated to reflect the proposed amendments, based on staff input. Using that as a framework, implementation steps were identified that included text amendments, incorporation of additional guidelines, and topics for further research and discussion. On September 14th Commissioners were provided a redline copy and a clean version of the proposed amended UDC.

At the Commission's October 2021 meeting, the city consultant performed a summary review of changes. After the review and discussion, it was decided an updated redline version would be produced. In addition, it was determined a chapter-by-chapter review would be provided at future P&Z meetings. The review has been completed and a final redline version has been produced and relayed to the Commission. The latest redline version (June 2022) is separated by chapters and can be found online at:

<https://www.fairoaksranchtx.org/452/Unified-Development-Code>

As the P&Z has completed the project task, the following steps are anticipated for the completion of amending the UDC:

1. Draft document sent to Legal for review
2. Consultant/staff receives legal input and incorporate accordingly
3. City Council reviews final draft and incorporates any City Council input
4. City Council performs final review and sets public hearing dates
5. City Council holds public hearings

6. City Council adopts amended Unified Development Code

Tonight's discussion will focus on a final review of the proposed amendments. Additionally, the P&Z will recommend presenting the proposed UDC amendments to the City Council by a representative(s) of the Commission.

LEGAL ANALYSIS

Legal has attended all P&Z meetings and has provided necessary guidance. Upon receiving P&Z's approval of the final draft UDC, legal will perform a final review and submit any input.

RECOMMENDATION/PROPOSED MOTION:

I move to recommend approval of the proposed Unified Development Code amendments and authorize its presentation to the City Council.